



Washington Fire Service Resource Mobilization Plan Waiver of Polygraph/Background Check

As a law enforcement agency, many aspects of the Washington State Patrol (WSP) are confidential. Therefore, successful completion of a polygraph examination and background investigation on all employees is required for permanent employment.

Personnel (who are not reimbursed by their home jurisdiction, but who will be reimbursed by the WSP under the State's Fire Mobilization Plan) will not be required to take the polygraph examination or background check. However, in order to be considered for future opportunities with the WSP in any capacity, you will be required to take and pass the polygraph examination and background check prior to employment with the WSP. Otherwise, your employment with the WSP will be limited to the Fire Protection Bureau working as an "emergency temporary firefighter" under the State's Mobilization Plan.

WAIVER:

I hereby waive the background check and polygraph examination required for employment with the Washington State Patrol. I agree to voluntarily take a polygraph examination and submit to a background check before I will be considered for any position or in any capacity with the Washington State Patrol other than as an "emergency temporary firefighter" under the State's Fire Mobilization Plan.

☐ I have read the changes to the Mobilization Plan that are on the back of this form. _____ (Initial)

_____ Signature	_____ Date signed	
_____ Printed Name	_____ Date of Birth	
_____ Home Mailing Address	_____ City/State	_____ ZIP

☐ **Check here if you are with a Fire District/Department.**

_____ Home Fire District/Department Name	_____ Fire District #	_____ Resource Order #
---	--------------------------	---------------------------

☐ **Check here if you are currently employed by the State of Washington.**

☐ **Check here if you are contracted resource – (Depending on how you are hired, you may need a W-9 (Request for Taxpayer Identification Number and Certification Form) rather than a W-4.**

See back side of this form for important changes to the Mobilization Plan.

To receive payment:

You must complete both the WSP Waiver and a W-4 (IRS Tax Withholding) for each fire mobilization event. These documents must be submitted with your Emergency Firefighter Time Record to the Finance Section.

You must show certification for positions at the FF1 and higher to receive the higher pay scale.

Claims submitted without the WSP Waiver or W-4 cannot be processed for payment.

If you have not received a check within 45 days from date of demobilization – call 360-753-0565

New Language Added to Section 10 of the Mobilization Plan:

<p>Code of Conduct</p> <p>Resources mobilized to an incident shall promote and maintain a harmonious and productive work place environment. Core to the State Fire Marshal's values is the necessity that all employees deserve to be treated with the utmost respect and dignity. All resources shall strive to ensure that these basic ideals are promoted and maintained. Ultimately, this is the standard by which the State Fire Marshal will:</p> <ul style="list-style-type: none"> • Measure how employees interact with those they serve. • Establish the expectation of how individuals will be treated and how individuals will treat others. <p>The State Fire Marshal will make available only those resources that align themselves with the following code of conduct.</p> <p>The Code of Conduct entails the following qualities:</p> <ul style="list-style-type: none"> • Lead by example; • Be proficient in your craft; • Promote a positive environment; • Deal with issues directly; • Empower others to solve problems; • Treat others as equals and with respect; • Expect the best; • Share your knowledge. <p>Sexual Harassment and Discrimination</p> <p>All personnel participating in a mobilized incident will abide by all federal and state laws prohibiting any form of discrimination or harassment. All forms of discrimination and harassment under state and federal laws are prohibited. The policies and work rules of your home agency govern your conduct. The Incident Commander will ensure all incidents of discrimination or harassment reported by personnel at the incident are preliminarily investigated.</p>	<p>The decision whether to demobilize personnel involved in an investigation will reside with the Incident Commander in consultation with the State Fire Marshal's Office. The Incident Management Team is responsible for:</p> <ul style="list-style-type: none"> • Gathering initial statements, and; • Contact information from witnesses, and; • Notifying the employee's home agency of the complaint. <p>If the preliminary investigation reveals any potential violations of federal or state laws prohibiting discrimination or harassment, it is expected that a formal investigation will be done by the accused personnel's home agency according to the home agency rules and policies. The home agency will be responsible to investigate the incident, record the findings, and impose discipline if appropriate.</p> <p>At the conclusion of the formal investigation, the home agency shall notify the State Fire Marshal's Office of the outcome. If the accused person is found to have engaged in misconduct as a result of the formal investigation, the home agency will also advise the status of the person's future participation in Mobilization.</p> <p>If the home agency fails to notify the State Fire Marshal's office of the outcome of the formal investigation, the agency may not be called to participate in future State Mobilizations.</p> <p>Agency Rules / Policies</p> <p>Mobilized resources are required to follow their home agency's policies and work rules. Allegations of misconduct will be referred to the person's home agency. The home agency will be responsible for:</p> <ul style="list-style-type: none"> • Conducting an investigation into the allegation(s) to determine if there is a violation of home agency policy and/or procedure; • Administering any corrective or disciplinary action for violation(s) of home agency policy and/or procedure;
---	--